**Face-to-Face
Minutes**

Meeting called by:	Peter Zehler		**Type of meeting:**	PWG SM & MFD Modelling
Location:	IEEE - Piscataway		**Note taker:**	Harry Lewis

	Hiromasou	Akamatsu	Kyocera Mita	
	Ron	Bergman	Ricoh	
	Nancy	Chen	OkiData	
	Lee	Farrell	Canon	
	Harry	Lewis	IBM	
	Ira	McDonald	High North	Phone
Attendees:	Glen	Petrie	Epson	
	Kei	Sando	OkiData	
	Norbert	Schade	SigmaTel	Phone
	Ole	Skov	MPI Tech	
	Jerry	Thrasher	Lexmark	
	Peter	Zehler	Xerox	

Reference Material:	See Flip Chart transcribe containing diagrams developed during the meeting

Minutes

Agenda item: Review previous minutes from 4/16/2007

Discussion: None

Conclusions: Accepted

Agenda item: MFD w/g formation and Charter review

Discussion: Scope – Charter MFD w/g and list milestones for first project (Scan Service)

Direction – Desire to reflect Microsoft WS-Scan as closely as possible in our MFD model. Need Microsoft permission. Pete investigating.

Priority – Model Services before Device. Prioritize submission and control of jobs and documents

Goals – Model all services of MFD via staged process of achievable milestones.

Debate – Abstract modelling vs API. PSI vs IPP vs vanilla web service.

Consensus – For validating the model, a simple web-service binding (separate spec) is preferred over IPP.

Action – Pete to contact M. Sweet about IPP as a MFD protocol

Decision – Debated MPF vs MFD and… via poll… decided to use the term MFD.

Decision – Charter should include a restriction preventing definition of a Compound Service (eg, Scan-to-Email)

Decision – Charter will not allow definition of a new document format (eg, TIFF replacement)

Decision – Network topology will have no influence on the outcome of the Service definitions, which are to focus on however, the scope

Proposed Milestones – The following milestones were proposed as part of the MFD Charter

Charter Stage:
- CH-1. DONE – Initial working draft of MFD WG charter – April 2007
- CH-2. Interim working draft of MFD WG charter – April 2007
- CH-3. Stable working draft of MFD WG charter – May 2007
- CH-4. PWG approval of MFD WG charter – May 2007

Definition Stage:
- MODEL-1. Initial working draft of abstract Scan Model and Requirements – Q4 2007
- SSI-1. Prototype working draft of abstract Scan Service Interface – Q1 2008
- SSI-2 WG Last Call of abstract Scan Service Interface – Q2 2008
- XML-1. Prototype working draft of Scan XML Schema – Q1 2008
- XML-2. WG Last Call of Scan XML Schema – Q2 2008
- WS-1. Prototype working draft of Scan Web Services Binding – Q2 2008
- WS-2. WG Last Call of Scan Web Services Binding – Q3 2008

Implementation Stage:
- IMP-WS-1. Interoperability event for MFD Web Services Binding – Q4 2008

Conclusions: Pete – Chairman

Nancy Chen – Secretary

Nancy/Pete – Editors for Scan Service (Pete will edit WSDL+Schema; Nancy will edit spec)

Jerry Thrasher – Follow-on (spec) editor after P2600 is completed

Mailing List – mfd@pwg.org

Action – Ira revise Scan Charter draft and reissue as MFD Charter

Action – SC to review MFD Charter for SC approval (no Formal Approval likely due to robust support and volunteer leadership in place)

Agenda item:	MFD Modelling

Discussion: Scan Service Lifecycle – Pete diagrammed the Scan Service including job ticket, user, scanner etc on the flip chart.

Job Creation – Options were proposed for start of Scan Job. For purposes of discussion we separated scan "ticketing" from scan job creation. We agreed that a scan job ticket may act like a "template" until associated with a job. The Scan Job is actually "created" at the time when processing instructions (scan job ticket) are bound to a "scan acquisition" (green button… physical or virtual).

Job Completion – The scan job ends when storage has been achieved.

Concepts – The following concepts were discussed

- A scan job is scan acquisition stored at a storage location

- A scan ticket contains source, destination, image processing, format, and compression parameters and settings.

Conclusions: This exercise represents the very initial efforts to hammer out concepts that will guide modelling of the MFD.

See flipchart transcript for view of diagrams.

Agenda item:	Close Meeting	**Time:**	3:00 PM EST

Other Information

Action Items: Action – Pete to contact M. Sweet about IPP as a MFD protocol

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Action – SC to review MFD Charter for SC approval